

MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS
of the
HOUSING AUTHORITY OF THE CITY OF FORT LAUDERDALE
Held at 5:10 PM Thursday, February 10, 2011
437 SW 4th Avenue • Fort Lauderdale, Florida • 33315 • (954) 525-6444

Item 1. Roll Call

The meeting was called to order and the following Board members were present:

Chair, James Camp III
Vice Chair, Robert W. Kelley
Board member, Shirley Carson
Board member, Maria Freeman

Absent: Board member, Dr. Nicholas Tranakas (schedule conflict)

Staff:

Mike Tadros, CFO

Guest:

None

Item 2. Review and Approval of the February 10, 2011 Regular Meeting Agenda

The Agenda was reviewed and no corrections or changes noted. Commissioner Carson moved approval; Commissioner Kelley seconded. All voted in the affirmative.

Item 3. Review and Approval of the January 13, 2011 Regular Meeting Minutes

The Minutes were reviewed and no corrections or changes noted Commissioner Freeman moved approval; Commissioner Carson seconded. All voted in the affirmative.

Item 4. SECRETARY'S REPORT

1. Public Housing Assessment System (PHAS) for FYE 12/31/2010

The Housing Authority is required to submit the PHAS certification annually to HUD and a Board Resolution is required. A draft copy of the FYE December 31, 2010 PHAS report was presented to the Board for review and approval.

The E.D. reviewed the contents of the report and requested that the Board approve the 2010 PHAS Certification for submission to HUD by adopting **Resolution 11-03**.

Commissioner Freeman moved approval of Resolution 11-03, Commissioner Carson seconded. All voted in the affirmative.

2. Write-off of Collection Losses for F/Y 2010

Included in the Agenda, as **Attachment 1**, was a summary of the HACFL'S write-off of collection losses for fiscal year 2010. Board approval of write-offs is required for the audit.

The E.D. reviewed this item with the Board, responded to questions and recommended that the Board adopt **Resolution 11-04** approving the write-off of collection losses for FYE December 31, 2010.

Commissioner Kelley moved approval of Resolution 11-04, Commissioner Carson seconded. All voted in the affirmative.

- 3. Un-audited Financial Statements for FYE 12/31/2010**
Copies of the FYE 12/31/2010 financial statements for the following programs were included as **Attachment 2**:

- a. Public Housing
- b. Section 8 Program
- c. Affordable Housing
- d. Central Office

The E.D. & the CFO reviewed each program with the Board.

- 4. Dr. Kennedy Homes Redevelopment**
The E.D. updated the Board on the Kennedy Homes redevelopment project. He also informed the Board that the pending litigation was decided in the Housing Authority's favor.

Note:

Item 5 was discussed last; Also, Dr. Tranakas joined the Board meeting via telephone @ 6:30 P.M. and participated in the discussion on item 5.

- 5. Executive Director's Annual Performance Review**
The E.D.'s annual review was due January 1, 2011. **Attachment 3** included questionnaire, E.D. accomplishments (2010) and salary comparisons. The Chair presented this item for discussion and approval.

The E.D. also presented the Board with an overview of last year's accomplishments.

After discussion and input from the Commissioners, the recommendation was to increase to the Executive Director's annual salary by 7% to \$176,550.

Commissioner Freeman moved the motion to approve the recommended annual evaluation salary increase of 7%; Commissioner Kelley seconded. All voted in the affirmative. Increase to be paid retroactive to anniversary date of January 01, 2011.

The E.D. discussed extending his employment contract. The Board's recommendation was that the contract be revised and presented for discussion at the next Board meeting.


- 6. Rules for Executive Director's Credit Card Use**
The Chair discussed this item with the Board and it was agreed that the Housing Authority seek feedback from the Auditors on what other Agencies do and establish some kind of protocol. The Board also agreed that the E.D.'s monthly credit card expenses should be approved by all the Commissioners.

Item 5. New Business

- 1. BB&T Line of Credit Commitment Letter**
The E.D. gave a brief outline of BB&T's offer to provide the housing authority with a \$1,000,000 revolving line of Credit. This item was tabled to a future Board meeting.

Item 6. Adjournment

There being no further discussion, the meeting was adjourned.


James D. Camp III, Chair

ATTEST:



Tam A. English
Executive Director/CEO/Secretary